



CALIFORNIA STATE POLYTECHNIC UNIVERSITY, POMONA

Plant Science Department
Don B. Huntley College of Agriculture

August 15, 2017

Dear Insect Fair Vendors and Exhibitors,

Thank you for your interest in the Cal Poly Pomona College of Agriculture Plant Science Department Insect Fair at the 25th Annual Pumpkin Festival at AGRIsapes, Cal Poly Pomona, October 7th & 8th.

We are proud to feature the Insect Fair and tradition of insect collector buying/selling, live insect interactive booths, specimens from California and around the world, educational displays, entomophagy, and insect-related artisans, collecting equipment, products, and more.

We welcome returning Insect Fair vendors/exhibitors as well as new entries. Here are a couple of notes for this year's Insect Fair:

- Insect Fair will be at AGRIsapes visitor center next to the Cal Poly Pomona Farm Store.
- Event days and hours are Saturday & Sunday, October 7th & 8th, 8am to 5pm each day.
- Standard booth size is one 8ft long table, table cloth, and 2 chairs.
- Option to request additional tables and chairs, space permitting.
- Participation Fee per vendor is \$50 total for the two-day event.

Please read the following important information.

- Earlier advance set-up is possible this year and we **strongly** encourage you to do booth set-up on Friday, October 6th between 3:00pm and 8:00pm.
- Even though AGRIsapes building is securely locked, and security is provided; booth equipment and products are left at your own risk.
- If you are not able to set-up on Friday, you may unload between 6:00am – 7:30am on Saturday. **All vehicles must be out of the area by 7:30am – No Exceptions.**
- Please bring your own bank, correct change, etc. for sales. You must provide your own extension cords, etc. if/as needed. Space is limited and the footprint of your booth must stay within designated area.
- On the days of the event, you **MUST** enter on South Campus Drive unless directed otherwise, Vendor parking will be provided on site.
- Event Hours are 8am – 5pm although sales may continue until 5:15pm. All participants must stay until the conclusion. **No vehicles allowed back in until 5:45 pm.**
- Pumpkin Festival is a ticketed event, entrance and parking credentials will be issued for all registered Insect Fair vendors/exhibitors, free of charge.

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THE CALIFORNIA STATE UNIVERSITY *Bakersfield, Channel Islands, Chico, Dominguez Hills, Fullerton, Hayward, Humboldt, Long Beach, Los Angeles, Maritime Academy, Monterey Bay, Northridge, Pomona, Sacramento, San Bernardino, San Diego, San Francisco, San Jose, San Luis Obispo, San Marcos, Sonoma, Stanislaus*

*Due to the high demand of exhibitors/vendors to participate in the Cal Poly Pomona Insect Fair, we may not be able to accommodate everyone. A completed application requesting inclusion in the event must be Submitted **No Later than September 24th**. This also allows us to advertise list of exhibitors/vendors to the public ahead of the event! Please **Do Not** send payment until a confirmation of participation is received, at that time you will also be asked to supply required insurance documents.*

If you have any questions, please feel free to contact me via e-mail at emcullen@cpp.edu or Telephone at (909) 869-2189. Additional event information is available on our website: [**https://www.cpp.edu/~farmstore/Insect-Fair.shtml**](https://www.cpp.edu/~farmstore/Insect-Fair.shtml).

Thank you for your support of our students and the Agricultural Biology (AgBio) Entomology Student Club who will be on hand to work the event.

We look forward to your participation in the Cal Poly Pomona Insect Fair this year!

Sincerely,

Eileen Cullen

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Insect Fair Director
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